

Download eBooks at Burnham Library

Amazon Kindle (incl. Kindle Fire/Fire HD)

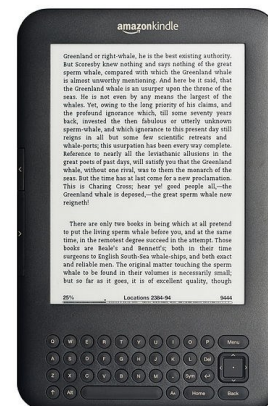
(802) 264-5660 - jmuse@colchestervt.gov

What Do You Need?

- Library Card from Burnham Library
- Kindle
- Amazon account
- Computer
- WiFi connection or USB cable

Steps of the Process

1. Go to Listen Up Vermont, find a book, and checkout
2. Login to Amazon, get your loan, and select your device
3. Transfer the title using WiFi or USB



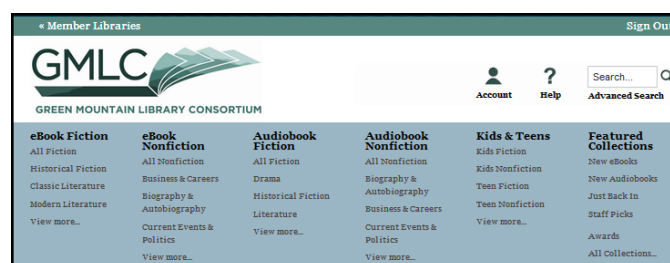
Note for Kindle Fire users

If you have a Kindle Fire/Fire HD/Fire HDX, there are two major differences in this process:

- A. You do not need a computer; you can do *Step 1 - Listen Up Vermont* on the Kindle Fire, or on a separate computer.
- B. Books listed as *USB Only* are more difficult to access, but it is possible to download them to your computer and transfer them to your Kindle Fire, as described in *Step 3 - Transfer to your Kindle, Part C* below.

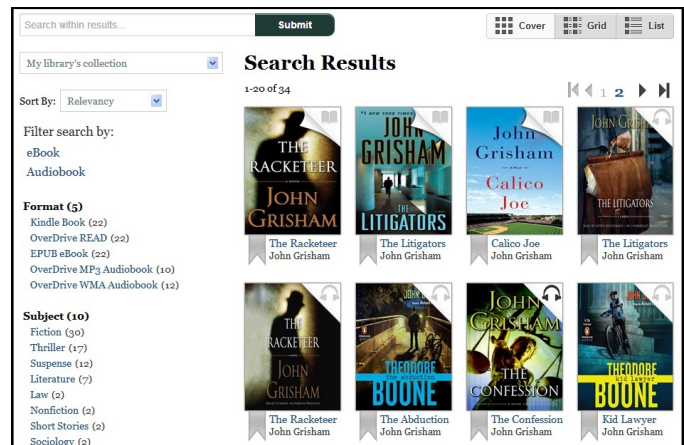
Step 1 - Listen Up Vermont

- A. Login - On your computer, go to <http://listenupvermont.org/> and click *Sign In* in the upper right hand corner. On the next page, start typing our name in the box - click Burnham Memorial Library when it appears. You can also check *Remember my login information on this device*, if you are using your own computer. Next, click *Burnham Memorial Library users, please click here to sign into this system*. At the next page, enter the entire code from the back of your library card (codes are 14 characters long and start with PVSN or 2VSN). If you can't locate your card, give us a call (264-5660).
- B. When you first login, you'll see your *Bookshelf*, which lists titles that you are currently borrowing. From the links on the right, you can also access your *Holds*, and any *Lists* you might have (including your *Wish List*). From *Settings*, you can change your default lending period for eBooks and Audiobooks.



C. Searching - To search, enter terms in the search box in the upper right hand corner. Terms can include title, author, or topic. Pressing enter will bring you to the results page.

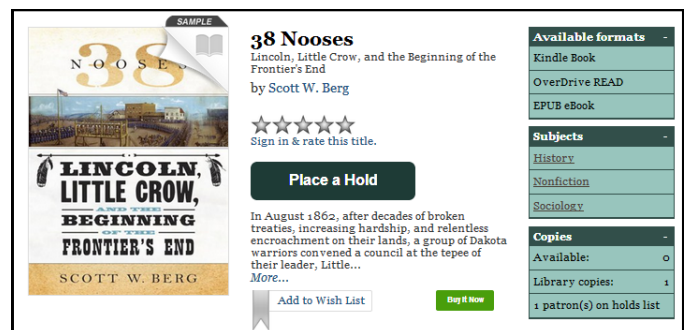
D. Browsing - To browse for a book click *Menu* near the top of the page, which categories that you can browse within; click a category to go to the results page. You can choose different categories by picking *All Fiction* or *All Non-Fiction*, and then picking a subject on the *Results Page*.



E. Refine your Results - Whether you have searched or browsed, the results page gives you options to limit your results. On the left side, you can *Search within results* to further refine your search. You can also sort your results by author, release date, and more. Below that, you can choose *My library's collection*, or limit yourself to *Only titles with copies available* if you'd like something right away. Further down, you can filter by eBook or Audiobook, format (Kindle Book is generally the option you'll want), subject, publisher, and more.

F. Working with Results - In addition to showing you an image of the book cover, the thumbnail gives you additional information about the item. The icon in the upper right hand corner of each shows whether it is an eBook (book icon) or Audiobook (headphones); a black icon shows that it is available, while a gray one shows that the title is out, and will need to be placed on hold. Clicking the gray ribbon to the left of the title places the book on your wish list; a red ribbon shows that it is already on your wish list. To see more details, checkout a title, or place it on hold, click the book cover. The grid and list buttons in the upper right hand corner show fewer results but with more information.

G. Items - To see more details or download a book, click on its cover. First off, make sure that a Kindle version is listed under *available formats* (on the left). Some titles are listed as *USB Only*, which means you will have to use your USB cable to transfer the book in Step 3. You can also read a short synopsis of the book. Further down, you can see the available copies, the total copies, and the number of patrons on the hold list. If the available copies are zero, you'll need to place a hold.

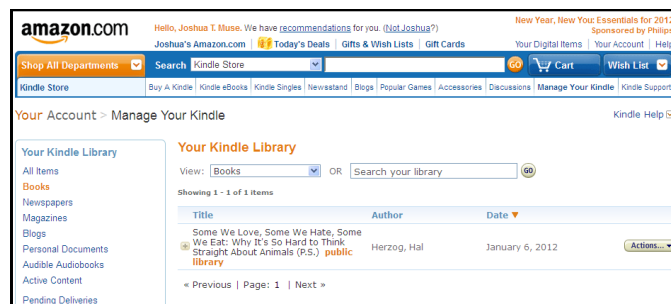


H. Placing a Hold - You can add yourself to the hold list by pushing the *Place Hold* button. Enter your e-mail address twice, and then click *Place Hold*. Use an address that you check fairly often, as this will be your only notice that a book is ready. Once notified, you'll have three days to checkout the book. At that point, login to Listen Up Vermont, click *Account*, and choose *Holds*. Follow the *Borrow* instructions below.

- I. Borrow - If you see a *Borrow* button, a copy of the book is available. Clicking it leads to your bookshelf, which shows new titles as well as titles that you have already taken out. By clicking *Download*, you can select your format (Kindle Book), and then click *Confirm & Download*. This will bring you to Amazon's site in a new tab.
- J. Wish List – If you find a title that you would like to remember for later, you can click *Add to Wish List* on the item page (note - this does not add you to the waiting list). You can reach your list by clicking *Account*, and clicking *Lists*, and choosing *Wish List* from the pull down.
- K. Suggest Purchase—If you can't find what you're looking for during a search, you can click the link at the bottom of the page that says "Don't see the digital titles you were hoping to find?" This will show whether the items are available from the vendor at all; if they are, you can click *Recommend*, and your suggestion will be sent to the Listen Up Vermont administrators.
- L. Settings - Clicking on *Account* gives you access to your bookshelf (which lists titles that you are currently borrowing), your *Holds*, and any *Lists* you might have (including your *Wish List*). From *Settings*, you can change your default lending period for eBooks and Audiobooks.

Step 2 - Amazon

- A. You will see the *Get Your Public Library Loan* page. Click *Get Library Book* on the right, which will ask you to login to Amazon (if you haven't already). Next, choose which of your registered devices you would like to transfer to, and click *Continue*.
- B. Returning a Title Early - If you want to return a book before the lending period is complete, login to Amazon and click the *Manage Your Kindle* link. Click the *Actions* button to the right of the title, and then choose *Return this book*.



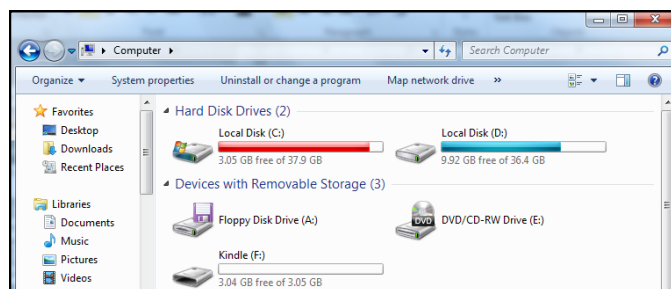
Step 3 - Transfer to your Kindle

- A. Note - Unlike Amazon's other books, library ebooks cannot be transferred using 3G (the cellular system). If you have a relatively recent Kindle (the WiFi version first came out in 2010), you can use WiFi to transfer your ebook; if you have an older Kindle, you'll need to connect to a computer using a USB Cable. As mentioned before, some titles are listed as *USB only*, which means you would need to use a USB Cable even if you have a WiFi-capable Kindle.
- B. Transfer with WiFi - Find a location with WiFi - whether at home, the library, or somewhere else. To connect your Kindle to WiFi, click the *Home* button, then the *Menu* button, then choose *Settings*, and click to open. Choose the appropriate WiFi network, and enter the password (if necessary).

More info - <http://www.amazon.com/gp/help/customer/display.html?nodeId=200505540>

C. Transfer with USB Cable -

1. Connect the smaller end to the bottom of your Kindle, and the larger end to your computer. Your Kindle will show that it's gone into USB mode.
2. On the computer, sign in to Amazon, and choose the *Manage Your Kindle* link. Click the *Actions* button to the right of the title, and then choose *Download and Transfer via USB*. Next, choose which device you would like to transfer to, and click *Download*. It will ask you to save the file - choose somewhere easy to find, like the Desktop.
3. Find the icon for your Kindle: On Windows, open up *My Computer* (whether with an icon on the desktop, or from your Start Menu). On Mac it can be found on the desktop. Open the icon, and then choose the *Documents* folder. Select the title you just downloaded, and then drag it or copy and paste it into the *Documents* folder.
4. Safely eject your Kindle from the computer. On Windows, you'll see a small green arrow in the lower right-hand corner. Click it, and then choose *Safely Remove the Kindle*. Remove the USB cord; the new title should now be available on your Kindle.



More info - <http://www.amazon.com/gp/help/customer/display.html?nodeId=200505520&#usb>

Things to Keep in Mind About Listen Up Vermont

- A. Access to Listen Up Vermont is determined by your home library, and not all libraries participate. If Burnham is not your home library, please check to see if yours is on the list.
- B. Listen Up Vermont's catalog of available e-books is not comprehensive, though it is always expanding – many titles (and entire catalogs from certain publishers) are not currently available as lendable eBooks. If you have one specific title in mind, you may not find it.
- C. Like a physical book, each copy is limited to one borrower at a time – so titles (especially popular ones) may have a number of people waiting. Hold lists can be a crucial part of the process.
- D. Lending periods are not flexible. When your two-week period is done, the title is deleted off your machine, with no grace period. On the positive side, this means that books move from patron to patron without delay.
- E. You may have up to three titles out at one time, and can be on the waiting list for up to five items.